

STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DOT HIGHWAYS MAUI DISTRICT

Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.

Purchase of Graphtec Sign Plotter/Cutter FC8000-100.

2. Vendor/Contractor/Service Provider Name:

One Shot & Graftic Art Supplies, 815A Waiakamilo Rd. Honolulu, HI

3. Amount of Request:

\$8,122.34

4. Term of contract (shall not exceed 12 months), if applicable:

From: N/A

To: N/A

5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

This plotter/cutter is the only product currently designed and certified to cut the diamond grade sign material now being specified for MUTCD compliant signs. Maui District needs the capability to make signs for State roadways using this material to meet reflectivity standards. One Shot is the only Hawaii dealer able to supply and service this plotter. They are also the only dealer able to provide technical assistance for this product.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.

Maui District is required to maintain roadway signs and in order to accomplish this, the Traffic Signs and Markings shop fabricates many of the signs required for road maintenance. To be compliant with new MUTCD Federal standards a new type of diamond grade material for sign fabrication is required. Our old sign cutting machine cannot cut the new tougher and more reflective material. Without this capability, all signs will need to be ordered at a much greater cost with unacceptable wait times as many of the signs are important for public safety.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

Market research has revealed that this is the only machine that is designed for this purpose and this dealer is the only dealer that can supply and service it.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

No alternative Hawaii source could be found. A mainland source would be unacceptable as no service or technical support would be practical.

9. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

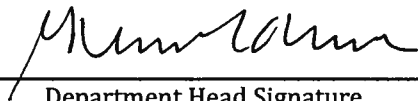
(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Stephen Rodgers	HWY-M	808-284-9662	stephen.t.rodgers@hawaii.gov
example: John Doe	HPHA		

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature

MAY 10 2012

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 5/15/12

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Request is disapproved as it does not meet the requirements of a sole source procurement pursuant to HRS §103D-306, as other vendors are able to fulfill the requirements. SPO understands that the department will use the appropriate method of procurement to fulfill their requirements. If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

☐ Approved

☒ Disapproved

☐ No Action Required

Kevin S. Takaesu
Chief Procurement Officer Signature

6/6/2012
Date